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SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

(Signature of Traveler)

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

☒ The original *Employee Pre-Travel Authorization* (Form RE-1), AND

☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Cooperative for Assistance & Relief Everywhere, Inc (CARE)

Private Sponsor(s) (list all):

August 10 - August 16, 2019

Travel date(s):

N/A

Name of accompanying family member (if any):

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	TOTAL: \$3,044.28	TOTAL: \$971.00	TOTAL: \$306	TOTAL: \$1,064.00
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Please reference addendum A which details the final agenda and addendum B,

which details changes made to the pre-trip agenda.

11/25/19
(Date)

Michael Callesen
(Printed name of traveler)

Michael Callesen
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

☒ I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/25/19
(Date)

Jan 2 Riosh
(Signature of Supervising Senator/Officer)

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Saturday, August 10 **Travel Day**

Sunday, August 11 **Entebbe, Uganda**

Overnight: Lake Victoria Serena Golf Resort & Spa – Kampala, Uganda

Monday, August 12 **Kampala, Uganda**

12:55am Delegation arrives in Entebbe, Uganda (ET #338)

7:30-8:00am	Transfer to tour
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9:10-9:30am **Transfer to hotel**

10:00-11:30am Scene-Setter Dinner Briefing with INGO experts to gain social, political and historical context for stability-building and refugee integration as well as food and economic security in Uganda

12:15-1:45pm Lunch Briefing with the U.S. Mission to understand the U.S. government's priorities and development investments in Uganda, particularly related to food and nutrition security, stability building and refugee support

2:15-4:00pm **Site Visit 1: Tour Refuge and Hope International Center** to learn about services for urban refugees and discuss regional patterns of refugee movement and instability

4:00-4:30pm **Transfer to Kampala Serena Hotel**

CARE

4:30-5:30pm	Downtime to shower and change
5:30-6:00pm	Transfer to U.S. Ambassador Reception
6:00-7:30pm	<u>Reception with U.S. Ambassador, local government and NGO leaders</u> to hear from a wide array of partners, implementers, and donors on the challenges and successes related to food and nutrition security, refugee response, building stability, and development assistance in Uganda
7:30-8:15pm	Transfer to hotel

Overnight: Lake Victoria Serena Golf Resort & Spa – Kampala, Uganda

Tuesday, August 13

Yumbe District, Uganda

7:00-7:30am	Transfer to airport
7:30-9:00am	<u>Plane Discussion</u> on the history and demographics of Bidibidi refugee settlement as well as the challenges and tensions within the settlement among ethnic groups and between the refugee population and host communities <i>Note: Transfer from Kampala to Moyo; Breakfast provided on airplane</i>
9:00-11:00am	Transfer to Bidibidi refugee settlement
11:00-11:30am	<u>Meeting at Basecamp</u> to receive an overview of Bidibidi refugee settlement from Office of the Prime Minister and UNHCR
11:30-11:45am	Transfer to site visit 1
11:45-1:45pm	<u>Site Visit 1: Visit Women, Adolescents, and Youth (WAY) program</u> to learn about how gender-based violence services, savings and loans groups and a mentorship program are integrated to ensure a comprehensive response to the needs of women and girl refugees
1:45-2:30pm	Transfer to site visit 2 <i>Note: Lunch in vehicles.</i>
2:30-4:00pm	<u>Site Visit 2: Visit Women's Leadership, Empowerment, Access and Protection (LEAP) project</u> to observe community outreach and empowerment activities building cohesion and peace among conflicting refugee populations in the settlement
4:00-5:30pm	Transfer to Moyo
5:30-6:00pm	Plane transfer from Moyo to Arua
6:00-6:30pm	Transfer to hotel

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6:30-7:30pm Dinner Debrief to reflect on the discussion and site visits from the day, particularly on how the unique refugee response model in Uganda has allowed the country to absorb more than a million refugees and maintain stability

Overnight: Golden Courts Hotel - Arua, Uganda

Wednesday, August 14

Arua, Uganda

Breakfast on own

8:00-9:30am Transfer to site visit 1

9:30-9:45am Meeting at Basecamp to receive an overview of Lobule refugee settlement from Office of the Prime Minister and UNHCR

9:45-11:15am Site Visit 1: Visit Cash Assistance Distribution and Market Development project to observe a distribution, learn about different modalities of food assistance, and understand how cash assistance impacts local markets and builds stability between refugee and host populations

11:15-12:45pm Transfer to lunch

12:45-1:45pm Lunch with Youth Leadership for Agriculture program participants to discuss the intersection of strengthening agricultural value chains, economically empowering youth, and building stable communities in Uganda

1:45-2:30pm Transfer to site visit 2

2:30-3:30pm Site Visit 2: Visit Alur Highlands Coffee Alliance (AHCA) Program to visit a farmer field school and learn about how training increases farmer yields and builds economic stability and stronger nutrition outcomes for Ugandans

3:30-4:30pm Transfer to Arua

4:30-6:00pm Plane briefing on the impact of climate variability and shocks on short and long-term food security and nutrition outcomes in Uganda and throughout the region, particularly for small-scale farmers and refugee populations
Note: Transfer from Arua to Kampala

6:00-6:30pm Transfer to hotel

6:30-8:00pm Closing Dinner to reflect on the trip and discuss the issues explored on the trip, including U.S. investments in food and nutrition security, peacebuilding and development

Overnight: Lake Victoria Golf Resort and Spa – Kampala, Uganda

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Kampala, Uganda – Travel Day

9:00-10:30am Meeting with the Prime Minister of Uganda to learn about the development priorities of the Ugandan government, particularly with regard to support for refugee populations and promoting food and nutrition security throughout the country

11:15-2:30pm Shower/Packing time for delegation

2:30-3:00pm	Delegation transfer to airport
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Friday, August 16

Travel Day

8:40am **Delegation lands in Washington, DC (EK #0231)**

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Arrival: Due to a delayed departure from Washington, DC, the delegation unfortunately missed their connecting flight in Dubai on Sunday, August 11th requiring them to take a later flight out of Dubai the evening of Sunday, August 11th. The delegation therefore arrived in Entebbe at 12:55am on Monday, August 12th rather than the previously scheduled arrival time of 1:50pm on Sunday, August 11th. To accommodate this change, we shifted the items previously scheduled for the evening of Sunday, August 11th to occur the morning of August 12, 2019.

Field Schedule for August 12th: To ensure we would have robust time at each site visit while remaining on schedule on August 12th, we removed the previously proposed “Site Visit 2: Visit Integrated Nutrition program” from the agenda and added 30 minutes additional time to the first and last site visits on that day.

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

CARE is host to the delegation and is responsible for logistics, content of the trip and post-trip follow-up

and CARE is the sole sponsor of the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

CARE is a leading humanitarian organization focused on combating global poverty.

In line with CARE's mission to combat poverty by promoting stability and food security,

this trip was organized to show how US investments support food security and peace in Uganda

Briefly describe each sponsor's prior history of sponsoring congressional trips:

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

CARE hosts Congressional trips as an educational opportunity to see development work firsthand.

Since 2009, we have hosted more than thirty trips with members of Congress and their staff.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

CARE US implements development programming worldwide and works to promote visibility and provide education on issues important to ending global poverty. This education includes hosting conferences, trainings, briefings, community outreach and study tours on gender, food security and health.

- 16. Total Expenses for Each Participant:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$3,147 for int'l coach airfare \$625 pp for chartered flight Vehicles \$542 pp TOTAL: \$4,855	1 day room in Kampala - \$250 3 nights Lake Victoria/Kampala - \$750 1 night Arua - \$69 TOTAL: \$1,069	4 days in Kampala at \$90 per day 1 day outside of Kampala at \$43 per day TOTAL: \$403	Interpreters - \$83 Security - \$888 Insurance - \$81 Visa - \$150 TOTAL: \$1,202

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip was arranged specifically with regard to Congressional participation.

18. Reason for selecting the location of the event or trip

The U.S. government is an important development partner in promoting stability and food and nutrition security in Uganda and throughout the region.

19. Name and location of hotel or other lodging facility:

Lake Victoria Serena Golf Resort & Spa - Kigo Rd, Kampala, Uganda +256 31 3221000

Golden Courts Hotel - Plot 2A Circular Road, Arua, Uganda +256 786 391876

20. Reason(s) for selecting hotel or other lodging facility:

The hotels above offer western accommodations with ample security for the trip's activities.

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21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The U.S. government per diem rate for lodging in Kampala is \$250/night and \$69/night outside of Kampala

The U.S. government per diem rates for meals in Kampala is \$90/day and \$43/day outside of Kampala.

Our lodging and meal expenses in Kampala and outside of Kampala are equal to the USG per diem rates.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Staffers will fly economy class to and from Uganda. The delegation will fly on a chartered plane

for travel in Uganda. See addendum B for flight details.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

No entertainment will be provided on this trip.

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: _____

Name and Title: Eric Johnson, Secretary and General Counsel

Name of Organization: CARE

Address: 1899 L Street, NW, Washington, DC 20036

Telephone Number: 404-979-9410

Fax Number: 202-296-8695

E-mail Address: Eric.Johnson@care.org

Saturday, August 10 **Travel Day**

Sunday, August 11 **Entebbe, Uganda**

6:45-8:15pm Scene-Setter Dinner Briefing with INGO experts to gain social, political and historical context for stability-building and refugee integration as well as food and economic security in Uganda

Monday, August 12 **Kampala, Uganda**

3:45-5:00pm Meeting with the President of Uganda (requested) to learn about the development priorities of the Ugandan government, particularly with regard to support for refugee populations and promoting food and nutrition security throughout the country

5:00-5:30pm Transfer to U.S. Ambassador Reception

5:30-7:00pm Reception with U.S. Ambassador, local government and NGO leaders to hear from a wide array of partners, implementers, and donors on the challenges and successes related to food and nutrition security, refugee response, building stability, and development assistance in Uganda

7:00-8:00pm Transfer to hotel

Overnight: Lake Victoria Serena Golf Resort & Spa – Kampala, Uganda

Tuesday, August 13

Yumbe District, Uganda

7:00-7:30am	Transfer to airport
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7:30-9:00am Plane Discussion on the history and demographics of Bidibidi refugee settlement as well as the challenges and tensions within the settlement among ethnic groups and between the refugee population and host communities
Note: Transfer from Kampala to Moyo; Breakfast provided on airplane

9:00-11:00am	Transfer to Bidibidi refugee settlement
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11:00-11:30am	<u>Meeting at Basecamp</u> to receive an overview of Bidibidi refugee settlement from local government officials and UNHCR
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11:30-11:45am	Transfer to site visit 1
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11:45-1:15pm Site Visit 1: Visit Women, Adolescents, and Youth (WAY) program to learn about how gender-based violence services, savings and loans groups and a mentorship program are integrated to ensure a comprehensive response to the needs of women and girl refugees

1:15-1:45pm **Transfer to site visit 2**
Note: Lunch provided in vehicles

1:45-2:45pm Site Visit 2: Visit Integrated Nutrition program to learn about a growth monitoring model that evaluates and intervenes with children ages 0-5 suffering from malnutrition and stunting serving both refugees and host communities thereby building cohesion and stability between the two

2:45-3:00pm Transfer to site visit 3

3:00-4:00pm Site Visit 3: Visit Adult Literacy Project to observe community outreach and empowerment activities building cohesion and peace among conflicting refugee populations in the settlement

4:00-5:30pm Transfer to Moyo

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6:00-6:30pm **Transfer to hotel**

Overnight: Golden Courts Hotel - Arua, Uganda

Arua, Uganda

8:00-9:30am	Transfer to site visit 1
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9:45-11:15am	<u>Site Visit 1: Visit Cash Assistance Distribution and Market Development project</u> to observe a distribution, learn about different modalities of food assistance, and understand how cash assistance impacts local markets and builds stability between refugee and host populations
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12:45-1:45pm Lunch with Youth Leadership for Agriculture program participants to discuss the intersection of strengthening agricultural value chains, economically empowering youth, and building stable communities in Uganda

2:30-3:30pm Site Visit 2: Visit Coffee AHCA program to visit a farmer field school and learn about how training increases farmer yields and builds economic stability and stronger nutrition outcomes for Ugandans

4:30-6:00pm Plane briefing on the impact of climate variability and shocks on short and long-term food security and nutrition outcomes in Uganda and throughout the region, particularly for small-scale farmers and refugee populations
Note: Transfer from Arua to Kampala

6:30-8:00pm Dinner Debrief to reflect on the discussion and site visits from the day, particularly on ways to promote economic inclusion and stronger livelihoods for small-scale farmers and refugee populations

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CARE

Thursday, August 15	Kampala, Uganda – Travel Day
10:30-12:00pm	<u>Closing Brunch</u> to reflect on the trip and discuss the issues explored on the trip, including U.S. investments in food and nutrition security, peacebuilding and development
12:00-1:45pm	Downtime for packing
1:45-2:30pm	Transfer to airport
4:20pm	Delegation departs for U.S. (EK #730) <i>Note: Official CARE Learning Tour concludes</i>
Friday, August 16	Travel Day
8:40am	Delegation lands in Washington, DC (EK #231)

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Addendum A:

Names and titles of ALL Senate invitees (members and staff).

List of All Senate Invitees:

- Sen. Chris Murphy
- Sen. Dick Durbin
- Sen. Tim Kaine
- Sen. Dan Sullivan
- Sen. David Perdue
- Sen. Richard Shelby
- Sen. Mark Warner
- Sen. Tim Scott
- Sen. Michael Bennet
- Sen. Chris Coons
- Sen. Roy Blunt
- Sen. John Hoeven
- Sen. Rob Portman
- Sen. James Lankford
- Sen. John Barrasso
- Sen. Patrick Leahy
- Sen. John Thune
- Sen. Mike Lee
- Sen. Ben Sasse
- Sen. John Boozman
- Sen. Cory Gardner
- Sen. Mitt Romney
- Sen. Marco Rubio
- Sen. Thom Tillis
- Sen. Todd Young
- Sen. Lisa Murkowski
- Sen. Jerry Moran
- Sen. Shelley Moore Capito
- Sen. Jeanne Shaheen
- Sen. Kyrsten Sinema
- Sen. Maggie Hassan
- Sen. Catherine Cortez Masto
- Sen. Tammy Baldwin
- Sen. Debbie Stabenow
- Sen. Maria Cantwell

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Cities of Departure:

10:55am – Depart Washington, DC (Economy - EK #232)

1:50pm – Arrive in Entebbe, Uganda (Economy - EK #729)

7:30am – Depart Entebbe, Uganda (Charter)

9:00am – Arrive in Moyo, Uganda (Charter)

5:30pm – Depart Moyo, Uganda (Charter)

6:00pm – Arrive in Arua, Uganda (Charter)

4:30pm— Depart Arua, Uganda (Charter)

6:00pm -Arrive in Entebbe, Uganda (Charter)

4:20pm – Depart Entebbe, Uganda (Economy - EK #730)

8:40am – Arrive in Washington, DC (Economy - EK #231)

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